

DPS WORKSHOPS HAVE GONE VIRTUAL!

We are now offering our workshops virtually. To register, sign-up at chicago.gov/dpsevents. To request an accommodation, please contact DPS Public Affairs at dps.accommodations@cityofchicago.org. Join us in February for the following workshops:

FIRST LOOK: ANIMAL CARE AND CONTROL & STREETS AND SANITATION ■ FEBRUARY 2 | 2 - 3PM

The First Look Series assist the vendor community in learning how to navigate processes related to City procurement. Subject matter experts from City departments provide a highlight of opportunities that are forthcoming so that the vendor community has time to prepare, seek partnerships, expand certifications, and bid to garner opportunities.

WORKING WITH ASSIST AGENCIES

■ FEBRUARY 3 | 2 - 3PM

Assist Agencies are comprised of not-for-profit agencies and/or chambers of commerce that represent the interests of Chicago's diverse communities. These organizations offer resources to help businesses at every stage of their growth cycle as well as connect prime contractors with certified firms for subcontracting opportunities. This workshop will outline the role and responsibilities of an Assist Agency.

HOW TO BECOME CERTIFIED ■ FEBRUARY 9 | 2 - 3PM

DPS is the certifying agency for the following certifications: Minority-Owned Business Enterprise, Women-Owned Business Enterprise, Veteran-Owned Business, Business Enterprise for People with Disabilities, Disadvantaged Business Enterprise and Airport Concessions Disadvantaged Business Enterprise (ACDBE). Learn who is qualified to be a certified firm, the documents needed when submitting, and how to avoid common mistakes.

PROCUREMENT FUNDAMENTALS: DOING BUSINESS WITH THE CITY

■ FEBRUARY 10 | 2 - 3PM

Do you have questions about how to become a successful bidder on City contracts? Unsure where to begin? This workshop highlights the role and responsibility of the City's purchasing process. Learn different procurement methods and laws. Understand what it takes before you start the bidding process and your responsibilities after you have won a contract.

YOUR BUSINESS IS CERTIFIED: NOW WHAT?

■ FEBRUARY 16 | 2 - 3PM

Your business is certified, what are your next steps? This workshop provides valuable information to newly certified firms on how to compete for City contracts as well as provide information on resources available to certified firms. Come hear advice from subject matter experts to better market your business, compete for, and earn City contracts.

ePROCUREMENT 101 ■ FEBRUARY 17 | 2 - 3PM

eProcurement applies digital technology to the acquisition of goods and services, which has now become the standard solicitation method. This class focuses on assisting prospective bidders and proposers with registering for an iSupplier account and submitting an online bid to the City. This class is open to all interested in doing business with the City.

HOW TO COMPLETE AN ONLINE ECONOMIC DISCLOSURE STATEMENT (EDS)

■ FEBRUARY 23 | 2 - 3PM

An Economic Disclosure Statement (EDS) is required of all bidders seeking to do business with the City of Chicago. This workshop will go over the proper way to fill out an EDS and how to submit via the online portal application. Please note that all vendors must have their FEIN information in order to create an online EDS account and complete the online EDS application.

DPS INCENTIVES & PROGRAMS: GETTING THE MOST FROM YOUR BIDS

■ FEBRUARY 24 | 2 - 3PM

This workshop will feature incentives and programs created to increase the diversity of the businesses that bid on and earn City Contracts. Learn about ways to grow your business, increase capacity, foster mutually beneficial business relationships, and be more competitive when bidding on City contracts.

Interested in more workshops? Reference all workshops, as well as information about our programs, from the DPS events and outreach page www.chicago.gov/dpsevents. Download all workshop PowerPoint files and stay up-to-date with DPS!